

CITY OF CARLISLE  
SPECIAL CITY COUNCIL MEETING  
Monday, April 4, 2005  
7:30 P.M.  
Carlisle City Hall Council Chamber

Officials present: Mayor Ruth Randleman, Councilmembers Allen Wiese, Pat Stump and Frank Shultz and City Administrator Neil Ruddy. Also present was Warren County Emergency Management Director Mahala Cox, Fire Chief Scott Burger and Public Works Superintendent Steve O'Braza. Councilmembers Blair Dewey and Drew Merrifield were absent. Mayor Randleman called the meeting to order at 7:32 P.M.

Mahala Cox explained that an Emergency Operations Plan describes actions and details tasks that must be carried out in response to specific emergency situations. Deficiencies in any infrastructure system should be described in detail in the EOP because FEMA will pay to mitigate the deficiencies if the infrastructure systems are damaged or destroyed. The need for a railroad grade separation should be identified in the City's mitigation plan. Each situation in the Emergency Operations Plan consists of an emergency plan, a mitigation plan and a recovery plan. The recovery plan assures continuity of basic services. A damage assessment team consisting of 5 to 7 members needs to be appointed. The evacuation plan should identify specific evacuation routes.

A plan for National Incident Management System compliance must be adopted by October 2005 and the City must be fully compliant by October 2007, including an institutionalized Incident Command System. It was recommended that the City should adopt the Iowa Mutual Aid Compact. The City's priority should be adoption of the Emergency Operations Plan, institutionalizing of Incident Command System training, completion of National Incident Management System training and adoption of mutual aid agreements. The EOP, NIMS and the Iowa Mutual Aid Compact must be adopted by resolution.

Councilmember Shultz stated that the Nextel phone system should be adopted. Mahala Cox stated that Nextel does not cover Warren County so it cannot be used in the dispatch center.

It was the consensus of the Council to remove the temporary signs at the Veterans Memorial in North Park and put them in storage. Police department coverage during the current staff vacancies was discussed.

Motion by Shultz to adjourn at 8:49 P.M. Motion died for lack of a second.

The draft Carlisle Emergency Operations Plan was discussed. It was determined that functional annexes in the Carlisle Emergency Operations Plan that need more work and proofreading include Communications, Evacuation, City Hall equipment list and recovery plan and Police equipment list and recovery plan.

Motion by Shultz to adjourn at 9:20 P.M. Seconded by Wiese. Roll call vote: Shultz – Aye, Wiese – Aye, Stump – Aye. Motion carried.

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Ruth Randleman, Mayor

Attest:

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Neil Ruddy, Administrator/Clerk